

## **Navajo and Apache Counties Workforce Investment Board**

### **Meeting Minutes**

Dec 3, 2013

Show Low, AZ

**Members Present:** Lisa Aragon, Peggy Belknap, Don Berry, Becki Christensen, Elizabeth Flake, Alphonso James, James Menlove, John Sorensen, , Larry Stradling, Susan Tegmeyer

**Members Present Telephonically:** None

**Members Absent:** Jesse Fernandez, Ben File, Connie Kakavas, Karen Thorne.

**Staff Present:** Carla Fails, Andrea Harings and Holly Nelson.

#### **I. Call to Order**

Chairman Don Berry declared quorum and called to order the regular meeting of the Navajo and Apache Counties Workforce Investment Board at 2:00 p.m. on Dec 3, 2013 in Show Low, Arizona.

#### **II. Welcome & Pledge**

#### **III. Approval of Initial Draft of 5-year Plan**

- Peggy voiced concerns about the plan being an unfinished document.
- James Menlove advised the plan is a work in progress. He relayed his discussions with Mary Ann Lawrence who advised a comment period, posting to public comment, comments from State, and that the document is a work in progress. The LWIB Board cannot adopt as a final, but in discussion with MaryAnn it was advised the LWIB adopt as a first draft and continue working on, including the items that are missing such as the data and appendices. .
- Peggy Belknap again stated she would prefer to table until a better document was completed.
- Don Berry was also reluctant to move forward with so much information missing.
- John Sorensen asked if the State was pushing us for some action.
- Peggy Belknap asked about postponing the publishing on-line until the plan was more fully complete. She stated that we as an LWIB Board want the public to see the direction that Navajo & Apache Counties want to go.
- Elizabeth Flake asked about the time frame for posting, which is 30 days.
- James Menlove advised the wording could read “Under Construction” for sections not complete for posting.
- Don Berry stated that if we waited any longer to publish to the public that the LWIB would be unable to present to the Board on Jan 14<sup>th</sup> because of the 30 day posting
- John Sorensen asked if updates could be included in the 30 day notice, and agreed with Peggy that it is not ready, but we do need to make a movement.
- Elizabeth Flake asked if we could attach a disclaimer stating “Draft – Under Construction”, updates to be posted as enhanced and include time schedule.
- James Menlove states that the Navajo County website has an area for comments from the public.
- Larry Stradling asked who set the timeline. That timeline is set by the State.
- Peggy Belknap stated that the LWIB board does not have to approve to post to the public. She suggested tabling the 5-year plan, with a possible teleconference at a later date, and let Navajo County proceed with posting to the public to meet the deadlines.
- Don Berry stated that if the plan could be posted without a motion process then he would be more willing to go along with that.
- John Sorensen was also in agreement to post, then go back and make changes as necessary.

- Don Berry made a motion to table until the 21<sup>st</sup> of January, Peggy Belknap seconded the motion. The motion carried. James Menlove voted nay.
- Peggy Belknap asked who was going to be our “one voice” for putting the 5-year plan together. James Menlove explained that Teri Walker and Hunter Moore will be working on the final piece.
- Don Berry suggested the plan be forwarded to the LWIB board as is by the 14<sup>th</sup> of January so that all LWIB members have time to read.
- Susan Tegmeyer asked if the appropriate people had been appointed to complete the missing pieces. James Menlove stated yes.
- Don Berry asked when the LWIB would need to approve the final draft of the 5-year plan. Peggy Belknap stated that would be at the Jan LWIB meeting. James Menlove stated that this would be a changing document, and approval would be obtained from both boards for “Final”.
- Peggy observed that the LWIB Board structure will be changing relating to the 5-year plan, and this board will be more business driven.
- Alphonso James suggested it seemed to be moving toward pouring money in, but what about prevention programs, is this something we can pursue?
- Holly Nelson stated that as a program we are serving a broad variety of clients. Case Managers make the determinations of what each individual participants needs are.
- Andrea Harings asked if the LWIB wanted something like Alphonso’s suggestion put into the plan, something that related to life skills and job readiness. Don Berry asked if there were any of the life skills and job readiness classes offered through the colleges. Peggy Belknap stated that TLC has life skills classes, as well as workforce readiness.
- James Menlove suggested that the LWIB needed to make approval of “limited” and “unlimited” spending for participants. This would include being able to spend monies for participants who were outside of the eligibility requirements, as money allowed.

#### **IV. Announcement and Introduction of Executive Director**

Susan Tegmeyer was introduced by James Menlove as the new Executive Director for Navajo & Apache Counties Workforce Partnership. Susan gave some work history background.

Comments from LWIB board:

Don Berry – Look forward to continue working with Susan.

Larry Stradling – In Full support, look forward to the business aspect. The bureaucracy is a challenge.

Alphonso James – Also in full support,

John Sorensen – Welcome to Susan, business direction is excellent idea, and we need to voice thoughts.

Elizabeth Flake – Welcome, moving forward and make accomplishments.

Peggy Belknap - Welcome, WIA changing for good.

Lisa Aragon - Susan’s expertise is a good fit.

Becki Christensen – Dynamic and welcome. Susan will be missed in the local Chambers.

Susan Tegmeyer – Hope with change we have opportunity ideas for funds. In the future LWIB board decisions will be on necessary items only. Look forward to partnering with NPC more closely.

The board will meet in early Jan to identify who needs to be on LWIB, make recommendations for the 21<sup>st</sup>, recommendations also for Executive Committee and Youth Council. How many members on Exec Committee?

Suggestions from LWIB:

Mary Ann Lawrence for clarification on what is expected from LWIB.

Statistical data is needed for our two counties.

Updates to 5-year plan added to website on Thursdays.

#### **V. Adjournment**

John Sorensen made a motion to adjourn the meeting. Elizabeth Flake seconded the motion. The motion carried. Chairman Don Berry adjourned the meeting at 3:08 pm.